

Registering for Community Housing

Thank you for your interest in registering for community housing with Junction Australia. This pack contains information about eligibility, information required from you and the forms you need to complete your application:

- Form: Registration of Interest for Community Housing
- Form: Housing Needs Report Form (Community Housing)
- Fact Sheet: Eligibility for Community Housing
- Fact Sheet: Housing Needs Assessments – Documentation Required by Registrants
- Form: Centrelink Multiple Consent and Authority form

If you need any assistance completing your community housing application, please call our Allocations team on 8210 7000.

Completing your community housing application with Junction Australia will mean we become your primary **contact organisation** for all enquiries relating to your registration. We will send you a letter to confirm your registration details. Please contact us **immediately** if you do not receive a letter within 30 days or if any of your **contact details change**. Registering for community housing with Junction Australia does not guarantee a housing offer. As you will be placed on a central database of registrants, you may be offered housing by another community housing organisation.

Community housing is not **emergency accommodation**. If you are homeless or at risk of becoming homeless there are other services that can help you. Contact the homelessness gateway if you need urgent housing on **1800 003 308**.

Where applicable, applications will not be accepted unless all required forms are completed and needs verified.

Before you start:

- Check you are eligible for community housing (see: fact sheet)
- Get copies of proof of income and identification (see: page 3 of the registration of interest form)
- Identify the areas and types of housing you would be prepared to live in; be specific, list as many areas you are prepared to live (see back page of registration form for area information)
- Use the **CHECKLIST** on the back of this page to ensure you have completed all the forms and collected all the information you need.

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CHECKLIST:

(Please tick the boxes once complete)

- I believe I am eligible for Community Housing
- I have completed the Registration of Interest form (answering all questions marked with * and have signed and dated page 11)
- The Housing Needs Report Form has been completed and signed by a support person or agency (homelessness service, doctor, counsellor, police, etc.)
- I have signed the Housing Needs Report form on pages 9 and 16.

In the reply paid envelope, we have enclosed:

- Completed Registration of Interest form
- Completed Housing Needs Report form
- Support letters (if applicable, see: Fact Sheet: Housing Needs Assessments – Documentation Required by Registrants)
- Proof of identification
- Proof of my income:**
 - Completed a Centerlink - Multiple Consent and Authority form; **or**
 - Centrelink income statement (no more than 2 weeks old); **or**
 - Copies of 6-8 weeks of your most recent payslips - or 1 payslip with a year to date figure (no more than 2 weeks old).

Please note: If receiving both employment and Centrelink income, proof of both types of income must be provided.

Feel free to call Junction Australia on **8210 7000** or email allocations@junctionaustralia.org.au if you have any queries.